



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CEBU PROVINCE**  
IPHO Building, Sudlon, Lahug, Cebu City



November 20, 2015

Division Memorandum  
No. 821, s. 2015

**TWO-DAY LIVE-IN TRAINING FOR SECONDARY SCHOOL HEADS ON THE  
CONCEPT OF DISABILITY AND REHABILITATION**

To: Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Secondary School Heads

1. Attached herewith is a letter from Mr. Glenn Tek-ing, Training and Documentation Officer of NORFIL Foundation, Inc., requesting five (5) secondary school principals/administrators from their partner LGUs to attend the **Two-Day Live-In Training for Secondary School Principals/Administrators on the Concept of Disability and Rehabilitation on December 1 and 2, 2015 (South Areas) and December 3 and 4, 2015 (North Areas) at Golden Valley Hotel, Pelaez St., Cebu City.**
2. In the case of municipalities with less than five secondary schools, the secondary school lead principal is hereby requested to identify additional participant/s preferably school guidance counselor.
3. This Memorandum serves as Authority to Travel.
4. Immediate and wide dissemination of this Memorandum is directed.

  
**RHEA MAR A. ANGTUD, Ed. D., CESO VI**  
Schools Division Superintendent

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**NORFIL Foundation, Inc.**  
 Cebu Community-Based Rehabilitation Program  
 for Children and Youth with Disabilities

in partnership with



November 20, 2015

**RHEA MAR A. ANGTUD, ED. D.**  
 Schools Division Superintendent  
 Division of Cebu Province  
 Sudlon, Lahug, Cebu City

Attention: **MRS. MARIA ELENA PARAS**  
 Division SPED Coordinator

Dear **Dr. Angtud,**

The NORFIL Foundation, Inc. through our Community-Based Rehabilitation Program for Children and Youth with Disability **will conduct a live-in Training for High School Principals/Administrators on the Concept of Disability and Rehabilitation on 1-2 (for South areas) and 3-4 (for North areas) December 2015 at the Golden Valley Hotel, A. Pelaez St., Kamagayan, Cebu City.**

The training aims to provide the participants with the knowledge, skills and attitudes on disability and rehabilitation; enrich their skills in assessing and identifying children with disability; enhance their capabilities as implementers of rehabilitation services; and provide awareness on the different laws for children with disability.

In view of the foregoing, may we respectfully request from your office to please send five (5) high school principals and or administrators from each of our partner Local Government Units (LGUs) to attend the seminar-workshop. NORFIL will take care of their meals and accommodations during the training.

May we also request from your office to please issue a memorandum to the concerned districts and schools allowing their attendance to the training.

Enclosed you will find the list of our partner LGUs. For inquires further and RSVP, please get in touch through 481-9645/434-8940 or 0922.215.2995 and look for Mr. Glenn Tek-ing Munez. We will closely coordinate with your office to track the progress of our humble request.

For the enduring partnership for the inclusive development of our children and youth with disability, we remain.

Sincerely,

*1/9*

**GLENN TEK-ING MUNÉZ**  
 Training and Documentation Officer

Noted:

**JHONNY B. BARRAMEDA**  
 Project in-charge

*Enc.: List of our Partner LGUs*



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**List of our Partner LGUs**

**South**

AREA	TARGET PARTICIPANTS
Municipality of Oslob	5 high school principals/administrators
Municipality of Dalaguete	5 high school principals/administrators
Municipality of Boljoon	5 high school principals/administrators
Municipality Samboan	5 high school principals/administrators
Municipality of Ginatilan	5 high school principals/administrators

**North**

AREA	TARGET PARTICIPANTS
Municipality of Sogod	5 high school principals/administrators
Municipality of Tabogon	5 high school principals/administrators
Municipality of San Remigio	5 high school principals/administrators
Municipality Medellin	5 high school principals/administrators

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